

## **Minutes of Battalion Park School Council Annual General Meeting Monday, September 23<sup>rd</sup>, 2019 at 6:00pm**

In Attendance:

Holly Moir	Philip Moir	Brent Bromley	Jessica Moran
Palastoo Keyvanfax	Zeyad Al-Ssalmani	Mo Zokaee	Lauren Savoie
Stephanie Aitchison	Krisiti Mckinnon	Brian Mckinnon	Leah Craig
Ana Castro	Tanner Bright	Heather Griffin	Mike Gaudel
Kelly Van Sluys	Wendy Karl	Amy Lwo	Rick Schroeder
Trish Wojcichowsky	Hadeel Dwaikat	Nasfat Hunjul	Aneta Elliott
Jeff Campbell			

1. Call to order: 6:03pm.
2. Opening Statement:
  - a. Expectation: Jessica welcomed everyone and read the Council's mission statement and the guiding principles of the council meetings.
  - b. Introductions: Jessica introduced the executive team to the group. Attendees introduced themselves along with how many kids they have going to the school and in which grade.
  - c. School Council would like to celebrate the following:
    - i. Successful Start to the school year and staggered entry for the new kindergarten students.
    - ii. Back to school picnic.
    - iii. Summer library program.
3. **Approval of Agenda:** 1<sup>st</sup> Holly Moir, 2<sup>nd</sup> Tanner Bright, all in favour.
4. **Approval of Minutes from May 22<sup>nd</sup>, 2019:** 1<sup>st</sup> Ana Castro, 2<sup>nd</sup> Phil Moir, all in favour.
5. Council Positions:
  - a. **Elect Zeyad Al-Ssalmani as the new Secretary:** 1<sup>st</sup> Brent Bromley, 2<sup>nd</sup> Mike Gaudel, all in favour.
  - b. **Elect Kristi and Brian McKinnon as the new co-treasurers:** 1<sup>st</sup> Phil Moir, 2<sup>nd</sup> Leah Craig, all in favour.
6. Student Council (Holly Moir)
  - a. Student council is still in the set up process. Holly has only met with the Grade 6's that are interested so far. But everyone is looking forward to another great year of student council.
7. BPSC Committee Report
  - a. Fun Lunch (Leah Craig)
    - i. Leah reminded everyone how important fun lunch is to raise money and funding.
    - ii. Leah discussed how this year it will be an "Environmental Theme" (ie: recycling material, bulk reusable material)
    - iii. This year grade 1 to 6 parents will be able to order in 2 month blocks online. Kindergarteners will have fun snack once a month and sign up for this will be by notes sent home with their students not through the website
    - iv. Another vendor has been added (Tim Hortons)
    - v. 140 parents have signed up already, however they can have more.
  - b. School Engagement Committee:
    - i. Call for volunteers to plan and support the Halloween Dance (Oct 25<sup>th</sup>) – Jessica and Jeff stressed how important it is to have volunteers to support it. A few people did step forward at the end of the meeting

- ii. Update on the Welcome Back Picnic – Jessica shared how well the event went with a great number of families attending.
  - iii. Student Engagement (Trish Wojcichowsky) – Trish shared the courses that are offered such as home alone and babysitting. She also mentioned that it would be great to have a volunteer to help. It is an easy entry position for a volunteer to start.
  - iv. Parent Engagement Committee positions available – Jessica and Brent stressed how important it is to find volunteers and ideas for the parents to be engaged. Examples of courses that came from this committee were student anxiety & cyber security.
8. SHSES (Signal Hill School Enhancement Society) – (Phil Moir)
- a. Report – 67K was granted from the Casino to be expired in Fall 2020.
  - b. Call for a new Treasurer and Casino Coordinator.
  - c. Question came from one of the parents to explain the difference between “Casino funding” vs “Fun lunch Funding” – Jeff answered that question by explaining the Casino funding is restricted money that has to be spent on books, education and leadership excellence (not to pay salaries for the staff). While Fun lunch money is un-restricted money that can be put towards what the council and the attendees agree on. The final call on what the money is spent on will be from Jeff.
9. Table Discussion Questions (Principal Jeff Campbell and Jessica Moran):
- a. The School Council committee asked the parents to share their ideas about 4 different topics:
    - i. School engagement
    - ii. Parents engagement
    - iii. Student engagement
    - iv. School enhancement
  - b. The four topics were written on large pieces of paper and placed on tables. The attendees rotated through the tables in 5 minute increments as groups, the ideas were discussed amongst attendees and ideas were written on the papers.
  - c. The School Council Committee will go over the ideas and narrow them down and share in the next Council meeting.
10. School Report (Principal Jeff Campbell, and Assistant Principal Barb Adams):
- a. Jeff covered the following:
    - i. How did the school year start – most students parents got the welcome email from the school but the system didn’t work for all. However, most email problems have been solved.
    - ii. Jeff discussed the opening of the school year – very comfortable opening. A lot of student’s confidence was noticed along with a sense of ownership and a sense of community
    - iii. Jeff also mentioned how impressed the new area director was that visited and they commented on the calmness and focussed tone in our buildings
  - b. Jeff discussed a high level agenda as follows:
    - i. We have 480 students for Sept 2019 as of to date.
    - ii. We eliminated french as a second language class and reduced our total health/PE class time (this created one more classroom teaching position for kindergarten)
    - iii. This was done to minimize large class sizes
    - iv. Despite these efforts, our numbers in September included:
      - 32 in an afternoon kindergarten class
      - 32 and 30 in our grade 4 classes
  - c. Jeff discussed that due to expected budget cuts and the decisions that were made in the previous school year helped us create a fourth kindergarten class and we were also able to add .5 teacher to grade 4.

- d. Jeff shared the current class numbers:
  - i. Kindergarten – 17-19 students per class (4 classes)
  - ii. Gr 1 – 23-25 per class (3 classes)
  - iii. Gr 2 – 17 – 20 per class (3 classes)
  - iv. Gr 3 – 21- 22 per class (3 classes)
  - v. Gr 4 – 30 – 32 (3 teachers in the morning and 2 teachers in the afternoon)
  - vi. Gr 5 – 25 – 26 per class (3 classes)
  - vii. Gr 6 – 24 – 26 per class (3 classes)
- e. Jeff shared with everyone the Battalion Park School staff numbers:
  - i. 22.6 teaching staff
  - ii. 2 secretaries
  - iii. 1 Library Assistant
  - iv. 4 Education Assistants
  - v. 5 Lunchroom Supervisors
  - vi. 2 Facility Operaters
- f. Jeff shared the changes that were made this year:
  - i. A new Learning Leader was hired – Mr. Bergman – grade 6
  - ii. Mrs. Jensen is now teaching both morning and afternoon kindergarten
  - iii. Mrs. Kounougeris is now teaching grade 3
  - iv. Mr. Boothman is now teaching .5 grade 4 and .5 PE
  - v. We hired a new teacher – Ms. Christie Hardstaff – grade 1
- g. Jeff brought to everyone’s attention the importance of parents to participate in High School Engagement. The issue around high school is the over capacity by 150% in 8 years. Jeff also showed how to register from the link on the school website. Currently in person appointments can be booked between Sept. 24 – Oct. 30 and online engagement opportunities will also be provided during this time.
- h. Barb shared and discussed how parents can sign up and subscribe to school emails and text through the school website.

## 11. Executive Reports

- a. Treasurer – Brian and Kristi McKinnon
  - i. Financial Report – Brian welcomed the attendees along with thanking Chad and Melissa Benson. Brian then delivered the financial report, the current account balance is \$33,251.21.
  - ii. **Brain asked for a Motion to purchase quick books license of \$349.00** – 1<sup>st</sup> - Phil Moir, 2<sup>nd</sup> Lauren Savoie, all in favour.
  - iii. **Jeff asked for the Motion to approve the spending budget for the Halloween dance of \$3000-** 1<sup>st</sup> Ana Castro, 2<sup>nd</sup> Phil Moir, all in favour.
- b. Key Communicator (Maria Ivanovic): No report for this meeting. Next meeting of the COSC is Sept 25<sup>th</sup>.
- c. Chair (Jessica Moran): No report.
- d. Vice Chair (Brent Bromley) -
  - i. Insurance Report – Brent discussed the renewal of the insurance for the school that is up for renewal in November. Approximate cost will be between \$575-\$625.

- ii. Registration for Alberta School Council Association – Brent registered the BPSC for the Alberta School Council Association at a cost of \$65 which is covered by the CBE.

12. New Business for next agenda – Jessica

- a. Our next meeting will be on Thursday October 17<sup>th</sup> , 2019. Grade 6 teachers will be presenting
- b. Mission, vision and values of Battalion Park School Council will be presented.
- c. Present the draft budget for 2019-2020
- d. Review and present the ideas collected from the table discussions

13. Meeting Feedback – Jessica

- a. What went well?
- b. How can it be better?

14. **Jessica motioned to adjourn the meeting** – 1<sup>st</sup> Phil Moir, 2<sup>nd</sup> Tanner Bright, all in favour. Meeting adjourned at 8:00pm.